US02CBCA06 - Database Management Systems using Open Office Base
(Effect from June, 2016)

Unit I Introduction to DBMS
- File processing concepts
- Basics of databases
- Database Management System – meaning, components, advantages, disadvantages
- Aims of database technology: Data independence, Data redundancy control, Data Sharing, Data integrity
- Database life cycle, Data Dictionary
- Concepts of database, fields, records

Unit II Working with Database Files and Tables
- Creation of a database file
- Data types
- Creating tables in Design view
- Adding, listing, editing, replacing and deleting data from a table
- Creating a Database Form
- Creating & modifying sub forms in Design View

Unit III Accessing Other Data Sources

- Accessing a database
- Accessing a Mozilla Address Book
- Accessing Spreadsheets
- Using data sources
- Viewing data sources, editing data sources
- Using in-built functions: string functions, mathematical functions, date   and time functions.

Unit IV Using Queries and Reports
- Creating Queries using the Design View
- Sorting
- Searching
- Creating Reports
    - Creating Static Report
    - Creating Dynamic Report
- Modifying a Report

Basic Text & Reference Books:-

1) Desai, Bipin C.: Introduction to database systems, West Publishing Co., 1990.
2) https://wiki.documentfoundation.org/images/e/e8/BH40-BaseHandbook.pdf
3) http://inpics.net/tutorials/base2/base.html